

SafeFoodTest.com Non-Discrimination Policy Statement

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Statement of Commitment

SafeFoodTest.com is committed to providing a business environment free from discrimination and harassment. Our success depends on it. Our core values and our respect for others demand it. Federal law requires it. It is the opinion of SafeFoodTest.com that our students and clients deserve nothing less.

SafeFoodTest.com will achieve this by creating an environment that promotes inclusion and respect. Conduct that creates an intimidating, offensive, or hostile environment based on race, color, religion, sex, sexual orientation, national origin, age, disability, marital status, parental status, political affiliation, or any other basis protected by law will not be tolerated.

Behavior that constitutes discrimination or harassment should be reported immediately to the Executive Director of Programs/CEO of SafeFoodTest.com at info@safefoodtest.com or 562-292-0555. SafeFoodTest.com's Executive Director of Programs/CEO will take swift and appropriate corrective action.

Reprisal or threats of reprisal against individuals who report unlawful discrimination or harassment will not be tolerated. If a finding of non-compliance with this Non-Discrimination and Harassment Policy occurs, appropriate disciplinary action will be taken against the SafeFoodTest.com employee/representative who violated this policy, ranging from counseling to termination.

Executive Management of SafeFoodTest.com is accountable for upholding and implementing the letter and spirit of this policy, maintaining an atmosphere free from discrimination, and using every opportunity to achieve the objectives of this policy.

How to Make a Complaint

Any person wishing to make a complaint of discrimination can consult and/or file a complaint with the Office Manager. If the complaint is against the designated complaint handler, the complainant may file with the Executive Director.

Appeal Process

Within 10 days, either the complainant or the respondent may submit a written request for review of the investigation, stating which aspects are inadequate. The request must be submitted to the Office Manager, who will determine if the investigation should be re-opened.

Right to File a Complaint with Outside Agency

This policy is intended to provide effective mechanisms for preventing and addressing discrimination within SafeFoodTest.com. However, every employee also has the right to file a complaint with an outside agency such as

the California Civil Rights Department or the U.S. Equal Employment Opportunity Commission (EEOC).